



**PROFESSIONAL REGULATION COMMISSION \* BOARD OF ACCOUNTANCY**

**Government Association of Certified Public Accountants  
40<sup>th</sup> Annual National Convention & Seminar**

**Waterfront Hotel, Lahug, Cebu City  
23 May 2018**

# **CPD Updates**

**Gerard B. Sanvictores, CPA**  
Former Member, Board of Accountancy  
Former Chairman, CPD Council for Accountancy



# *CPD UPDATES*

**Resolution No. 254-2017**

*Operational Guidelines to Implement CPD  
for Certified Public Accountants*



# CPD UPDATES

Recent regulations in 2016-2017 -

- **PRC Resolution 2016-990** – *Amendment to the Revised Guidelines on CPD for All Registered and Licensed Professionals (effective August 6, 2016)*
- **Republic Act No. 10912** – *The CPD Law of 2016 (lapsed into Law on July 21, 2016; effective August 15, 2016)*
- **BOA Resolution 358-2016** – *Increasing the minimum CPD units from 60 to 120 credit units over a 3-year compliance period and changing Thematic Areas to Competence Areas (effective January 22, 2017)*
- **PRC Resolution 2017-1032** – *Implementing Rules and Regulations (IRR) of RA 10912, CPD Act of 2016 (approved February 15, 2017; effective March 15, 2017)*



# *Operational Guidelines (OG) to Implement CPD for Certified Public Accountants (Resolution 254-2017)*

**BOA Resolution No. 254-2017** – Operational Guidelines in the Implementation of RA 10912 Otherwise Known as CPD Act of 2016 for the Accountancy Profession

- Dated July 20, 2017; published on July 22, 2017; effective August 6, 2017



# *Operational Guidelines (OG) for Accountancy (Resolution 254- 2017)*

## Selected provisions:

- Section 3. Disqualifications.
  - *Members of the Commission as well as the chairperson, vice chairperson and members of the Board are disqualified as Provider*
- Section 7. Self-Directed and/or Lifelong Learning.
  - *Joint PRC-AIPO CPD Committee is organized to assist the CPDC in evaluating applications for Self-Directed/Lifelong Learning activities*



# *Operational Guidelines (OG) for Accountancy (Resolution 254-2017)*

## *Section 8. Matrix of CPD Activities (Based on Resolution 1032 and IES 7)*

- 1. Seminars/workshops (training offered by Accredited CPD Providers, Face to Face or Online)*
- 2. Academic Track*
- 3. Self-Directed and/or Lifelong Learning (Training offered by Non-Accredited Providers, Face to Face or Online)*
- 4. Such Other Activities to be recommended by the CPD Council and Approved by the Board and the Commission.*



## *Operational Guidelines (OG) for Accountancy (Resolution 254-2017)*

### Section 9. Maximum Creditable Units for Self-Directed and/or Lifelong Learning (SDL)

- 48 credit units or 40% of 120 CPD CUs
- *May be relaxed to 100% for Professionals working overseas, and those who have limited access to face-to-face CPD activities*

➤ *For purposes of PRC ID renewal, applications for SDL will be accepted and the PIC will be issued on the same day; subsequently, the CPDC will evaluate the application and decide the number of CPD CUs to be awarded. (PRC Memo dated February \_\_, 2018)*



# *Operational Guidelines (OG) for Accountancy (Resolution 254-2017)*

## **Section 10. Major Areas of CPD Activities.**

- *Competence Areas and minimum CPD credit units (CUs) for the 3-year compliance period*
  - *Technical Competence – 30 CUs*
  - *Professional Skills – 5 CUs*
  - *Professional Values, Ethics, Attitudes – 5 CUs*

*The 5 Thematic Areas of CPD in BOA Resolution 59-2012 are incorporated into these 3 Competence Areas.*





## ***MATRIX OF CPD ACTIVITIES (Operational Guidelines)***

BASED ON PRC RESOLUTION 2016-990			BASED ON IES 7
PROGRAM / ACTIVITY	CREDIT UNITS	SUPPORTING DOCUMENT	
<b>1. PROFESSIONAL TRACK</b> (Seminars, workshops, training offered by <u>Accredited</u> CPD Providers – face to face; online )			
1.1 As Participant	APPROVED CREDIT UNITS FOR THE PROGRAM	Certificate of Attendance w/ No. of Hours; Seminar Program	(a) Participation in courses, conferences, and seminars
1.2 As Resource Speaker	3 CU per hour	Photocopy of certificate Copy of papers; Program Invitation	(g) Participation as a speaker in conferences, briefing sessions, or discussion groups,
1.3 As Panelist/Reactor	2 CU per hour	Certification from sponsoring organization; Copy of Program	
1.4 As Facilitator/Moderator	1 CU per hour	Certification from sponsoring organization; Copy of Program	
1.5 CPD Monitor	Twice (2x) The Number Of Approved Credit Units For The Program	Monitoring report, certificate of appearance and the authority to Monitor	(a) Participation in courses, conferences, and seminars



## *MATRIX OF CPD ACTIVITIES (Operational Guidelines)*

BASED ON PRC RESOLUTION 2016-990			Based on IES 7
1.6 In-service training	Maximum of 20 CU for a 12-month period or a fraction thereof upon completion	Certificate of training and training description	(a) Participation in courses, conferences, and seminars
<b>2. ACADEMIC TRACK - (must be applied within 5 years after completion of degree)</b>			
2.1 Master's Degree or equivalent	60 Credit Units (60 CUs) For Compliance Period - upon completion of Degree	University Certification / Diploma & Transcript of Records (authenticated copy)	(f) Formal study related to professional responsibilities
2.2 Doctoral Degree or equivalent	60 Credit Units (60 CUs) For Compliance Period Upon Completion Of Candidacy;  Additional 30 Credit Units (30 CUs) For Compliance Period Upon Completion Of Degree	University Certification / Diploma & Transcript of Records (authenticated copy)	



## MATRIX OF CPD ACTIVITIES (Operational Guidelines)

### 2. ACADEMIC TRACK (must be applied within 5 years after completion of degree)

BASED ON PRC RESOLUTION 2016-990			Based on IES 7
2.3 Bachelor of Laws <i>(new - for Accountancy only)</i>	30 Credit Units <b>(30 CUs)</b> For Compliance Period Upon Completion of Bachelor of Laws degree  <b>30 CUs</b> Additional Upon Passing The Bar Exams  <b>Full Credit</b> For MCLE Units Earned During The Compliance Period	University Certification / Diploma & Transcript of Records (authenticated copy)  Certificate of Admission to the Philippine Bar  Certificate of Attendance/Completion	(f) Formal study related to professional responsibilities



## *MATRIX OF CPD ACTIVITIES (Operational Guidelines)*

BASED ON PRC RESOLUTION 2016-990			Based on IES 7
2.4 Professional Certifications, <i>such as Certified Management Accountant (CMA), Certified Financial Analyst (CFA), Certified Fraud Examiner (CFE), Certified Internal Auditor (CIA), Certified Information Systems Auditor (CISA), etc...</i>	10 CU per Professional Certification obtained from 2010 and subsequent years (from and after 2017, certification obtained five (5) years prior to application	Copy of Professional Certificate duly authenticated by certifying organization, <i>such as IIA, ISACA, CIMA, etc.</i>	(j) Professional re-examination or formal testing
2.5 Foreign Language Certifications – Verifiable, Input-based	Up to 10 CU for each Foreign Language Certification as may be determined by the Joint PRC-PICPA CPD Committee	Copy of Certificate of Completion and Proficiency from a duly recognized foreign language learning institution	<i>Nil</i>



## MATRIX OF CPD ACTIVITIES (Operational Guidelines)

BASED ON PRC RESOLUTION 2016-990			BASED ON IES 7
2.6 Professorial Chair	15 CU per year	Certification of grant or appointment paper	<i>Nil</i>
2.7 Internship / Specialty/ Sub-specialty Program	10 CU per year	Certification from Host institution and Certificate of Completion	
2.8 Fellowship Grant			
2.8.1 Participant	2 CU per grant		
2.8.2 Resource Speaker	4 CU per grant	Certification from the Granting Institution and/or Certificate of Fellowship	
2.8.3 Researcher	5 CU per grant		



## MATRIX OF CPD ACTIVITIES (Operational Guidelines)

BASED ON PRC RESOLUTION 2016-990			BASED ON IES 7
2.9 Post-Graduate Diploma / Certificate	Maximum of 30 CUs for an 18-month period or a fraction thereof upon completion	Diploma or certification fro Institution	<i>Nil</i>



## *MATRIX OF CPD ACTIVITIES (Operational Guidelines)*

3. SELF-DIRECTED AND/OR LIFELONG LEARNING – training offered by non-accredited CPD providers - face to face ; online			Based on IES 7
3.1 Participant	Credit Units for the Program as evaluated by the CPD Council	Certificate of Attendance with Number of Hours, Seminar Program, and List of Participants	(a) Participation in courses, conferences, and seminars
3.2 Resource speaker	3 CU per Hour	Photocopy of Certificate, copy of Papers and Program Invitation	
3.3 Panelist/Reactor	2 CU per Hour	Certification from Sponsoring Organization; Copy of Program	(g) Participation as a speaker in conferences, briefing sessions, or discussion groups,
3.4 Facilitator / Moderator	1 CU per Hour	Certification from Sponsoring Organization; Copy of Program	
3.5 In-service training	Maximum of 20 CU for a 12-month period or a fraction thereof upon completion	Certificate of training and training description	(a) Participation in courses, conferences, and seminars



## *MATRIX OF CPD ACTIVITIES (Operational Guidelines)*

<b>3. SELF-DIRECTED AND/OR LIFELONG LEARNING – training offered by <u>non-accredited</u> CPD providers - face to face ; online</b>			<b>Based on IES 7</b>
3.6 Program / Training Module Development	10 CU per module	Copy of module & evaluation	(e) Developing or delivering a course or CPD session in an area related to professional responsibilities
3.7 Technical / Professional Paper	5 CU per Technical / Professional Paper	Copy of Published Article & evaluation	
3.8 Accounting, Audit, Tax and other Business-related articles	5 CU per Article	Copy of Published Article in a newspaper, industry journal, or other business publication	(h) Writing articles, papers, or books of a technical, professional or academic nature





## *MATRIX OF CPD ACTIVITIES (Operational Guidelines)*

3. SELF-DIRECTED AND/OR LIFELONG LEARNING – training offered by <u>non-accredited</u> CPD providers - face to face ; online			Based on IES 7
3.8.1 Articles Published in Refereed/Peer Reviewed Professional Journal			
3.8.1.1 Author/s	Local - 10 CU; International – 15 CU For multiple authors, divide CU among them	Copy of published Articles and Table of Contents	
3.8.1.2 Peer Reviewer	2 CU per Article		
3.9 Research / Innovative Programs / Creative Projects	10 CU	Published Technical Report / Paper	(h) Writing articles, papers, or books of a technical, professional or academic nature



## *MATRIX OF CPD ACTIVITIES (Operational Guidelines)*

3. SELF-DIRECTED AND/OR LIFELONG LEARNING – training offered by non-accredited CPD providers - face to face ; online			Based on IES 7
3.10 Pamphlet/Book or Monograph 3.10.1 Author	5 to 40 CU – based on number of pages, and authors	Published book with proof of authorship	(h) Writing articles, papers, or books of a technical, professional or academic nature
3.10.2 Editor	½ the CU of Author/s	Published book with proof of copyright	
3.11 Research article	2 to 8 CU**	Proof of publication of research article	
3.12 Professional Journal Editor	5 CU per Issue	Copy of published journal	



## *MATRIX OF CPD ACTIVITIES (Operational Guidelines)*

3. SELF-DIRECTED AND/OR LIFELONG LEARNING – training offered by non-accredited CPD providers - face to face ; online			Based on IES 7
3.14 Short-term post-graduate courses / in-service training / on-the-job training – e.g., Executive / Management Development Programs	To be determined by the CPD Council	Certificate of training Training description	(f) Formal study related to professional responsibilities or (c) On-the-job training
3.15 Study Tours / Visits	2 CU per day (max of 20 CU/tour)	Certification from sponsoring institution	Nil
3.16 Professorial Chair	Full credit units for compliance period	Certification of grant or appointment paper	(h) Writing articles, papers, or books of a technical, professional, or academic nature



## *MATRIX OF CPD ACTIVITIES (Operational Guidelines)*

3. SELF-DIRECTED AND/OR LIFELONG LEARNING – training offered by non-accredited CPD providers - face to face ; online			Based on IES 7
3.17 Active Committee Membership in FRSC, AASC, PIC, CPD Committee (PICPA & Sectoral Organizations), CHED Technical Committee on Accountancy Education	2 CU per meeting attended up to a maximum of 24 CU per calendar year	Certification of Attendance and CPD compliance signed by the Secretary and duly noted by the Chairman of the respective Committee	(d) Participation in and work on technical committees



## MATRIX OF CPD ACTIVITIES (Operational Guidelines)

3. SELF-DIRECTED AND/OR LIFELONG LEARNING – training offered by non-accredited CPD providers - face to face ; online			Based on IES 7
3.18 Consultancy/ Voluntary services Rendered to the Profession such as CPD Monitor, Citizen Participatory Audit, Government Bidding and Procurement Observers, etc.	2 CU per hour as a volunteer participant	Certificate of Attendance and CPD monitor report  Subject to prior determination and approval by the Joint CPD Committee	
3.19 Socio-Civic Activities (e.g., Mentors in <i>Go Negosyo! Mentor Me</i> Program; Tax and Accounting clinics; and such programs and activities of the Philippine Red Cross)	CU for other voluntary services subject to prior approval by the Joint PRC-PICPA CPD Committee		



## *MATRIX OF CPD ACTIVITIES (Operational Guidelines)*

3. SELF-DIRECTED AND/OR LIFELONG LEARNING – training offered by non-accredited CPD providers - face to face ; online			Based on IES 7
3.20. RECOGNITION/TITLE (e.g., Fellows, Hall of Fame Award, Outstanding Professional, Lifetime Achievement Awardee, etc.	FULL CREDIT UNITS FOR COMPLIANCE PERIOD subject to the approval of the CPD Council	Copy of Certification from the Awarding Body (duly notarized)	
<b>4. SUCH OTHER ACTIVITIES TO BE RECOMMENDED BY THE CPD COUNCIL AND APPROVED BY THE BOARD AND THE COMMISSION.</b>			



# *CPD Requirements*

- Section 11. Accreditation of CPD Speakers.
  - Accreditation of CPD speakers, lecturers, resource persons → Speakers' Bureau
- Section 12. Required CPD Credit Units in a Compliance Period.
  - Flexible CPD units – the amount of CPD hours beyond the minimum Competence Areas
  - *for 2017 and beyond (next slide)*



# Minimum CPD CUs - 2017 and beyond

Year of PRC ID Renewal /accreditation	Required # of CPD Units	Minimum Units Under Required Competency Areas	Flexible CPD Units (any Competence Area)	Required Minimum Units Earned from the Previous Year(s) for License Renewal
Jan 1 – Jun 30, 2017	60	40	20	0
July 1- Dec 31, 2017	80	40	40	0
<b>2018</b>	<b>100</b>	<b>40</b>	<b>60</b>	<i>20 units earned from the immediately preceding year</i>
<b>2019</b>	<b>120</b>	<b>40</b>	<b>80</b>	<i>20 units earned from each of the 2 immediately preceding years</i>
<b>2020 and after</b>	<b>120</b>	<b>40</b>	<b>80</b>	<i>20 units earned from each of the 3 immediately preceding years</i>





## *CPD Requirements – current / proposed*

- Implement a Quality Assurance Program for CPD Providers
- Institutionalize testing/assessments to earn CPD credit units
  - Required for most, if not, all CPD activities
  - CPD Credit Units earned per subject to passing the assessment test/exam
  - Administered by Speaker/resource person – to be considered in his/her performance evaluation as a Speaker
- Maximize the use of technology in delivering CPD



## *Relevant Provisions of Resolution 254-2017 – the Operational Guidelines for Accountancy*

- Section 13. CPD Requirement for the Renewal of the PRC Identification Card (PIC) and PRBOA Accreditation
  - PRC to exercise **maximum flexibility** in the renewal of PIC up to December 31, 2018
- **Maximum flexibility** is exercised, for example, in cases where the CPA has not met the minimum CPD CUs at the time of PIC renewal; or, where the CPA has not met the minimum 20 CUs per year in 2017, or in subsequent years.
- Execute an **Undertaking** to complete the required CUs in the next compliance period – this is embedded in the online PRC ID renewal form in the PRC website



## *Relevant Provisions of Resolution 254-2017 – the Operational Guidelines for Accountancy*

- Section 14. Online learning –
  - Various forms, variation or combination of the following:
    - Purely online; Blended; Instructor-led; Self-study; etc.
  - Proposal to require all CPD Providers to offer Online Learning to the general public; to address the issues of *accessibility and affordability*
  - Institutionalize testing/exams to earn additional CPD credit units
  - Maximizing the use of Technology in delivering CPD



# *Proposed Online Learning Guidelines*

## General Guidelines:

- **Accredited CPD Providers** may apply for accreditation their online course/s to the concerned CPD Council/s and be given credit units.
- CPD programs may also be accredited as an online course if they are **in video format**. Podcast (audio only), written articles, and other formats can be applied under Self-Directed Learning by the professionals.
- **Video and audio quality** should be clear and audible.



# *Proposed Online Learning Guidelines*

- The delivery platform should have **sufficient bandwidth** in order to provide service to users trying to access the video simultaneously.
- The CPD providers should **give examinations** to determine whether the professional has actually viewed all videos and understood the learning objectives. The examination may be repeated.
- All users should be given the **evaluation** forms in order for them to provide feedback.
- CPDCs and PRBs to **update Operational Guidelines** to include Online Learning guidelines, as appropriate



# *Proposed Online Learning Guidelines*

Two (2) types of Online Learning:

- **Webinar** – courses that are **broadcast live** over the internet, usually with the use of a webcam.
- It can be **viewed simultaneously** while the seminar is being conducted and thus scheduled.
- **Accreditation** process is similar to accreditation of regular CPD program.
- Monitors' report and completion report including attendance sheet should be submitted by the CPD providers after conduct of the webinar. **Access should be given to the concerned CPD Council/s** and their designated monitors.



# *Proposed Online Learning Guidelines*

- **Video-on-demand** – courses that are filmed, recorded, then uploaded for use.
- It can be viewed 24/7, 365 days.
- If it is an **online course**, the complete course should be applied for accreditation in order to earn credit units.
- The concerned CPD Council should be given **access to the accredited online course**.
- The validity of an online course **accreditation is twelve (12) months**. Subject to renewal.
- List of participants should be given to the concerned CPD Council by the CPD provider every **thirty (30) days**.



## *Example: Selected Provisions in the OG for Accountancy - - Section 14. Online learning.*

All Online Learning modules should have the following features, at a minimum:

- Complete details of non-accredited CPD Provider;
- Periodic review of topical discussion in 10-15 minute intervals;
- Final test/assessment at the end of the module to earn the CPD CU;
- Each module should be in 1.0, 1.5, 2.0 hours;
- Maximize the use of Technology in delivering CPD;
  - examples: Webinar; Video on-demand; facial recognition; biometrics; etc.





# *Other proposed amendments to the OG*

- Additional CPD credit units for membership in -
  - CPD Committee of PICPA and sectoral organizations
  - PRB Accountancy
  - CPD Council
  - PICPA – 1 CU as member; 2 CU as Chapter officer, Regional officer, Sectoral Representative; 3 CU as Regional/National Director



# *Other proposed amendments to the OG*

## Section 15. Quality Assurance Reviews.

- Assignment of CPD Monitors
  - Responsibilities of Monitors
  - PICPA to nominate Monitors in all Chapters;
  - Orientation Briefing for nominated CPD Monitors
  - Provider to suggest, CPDC to designate
- Quality Assessment of CPD Providers
  - To be considered in renewal of accreditation as CPD Provider



# Other Matters

- Formalizing the **Competency Framework** for Accountants
- Development of **Pathways and Equivalencies** and **Credit Transfer System** for CPD Programs and Modules in Accountancy to align with Level 7 and Level 8 in the Philippine Qualification Framework (PQF)
- Inter-agency (CHED-PRC) working group to discuss the *Philippine Credit Transfer for Professional Education and Training (PCPET)* -



# Is CPD for Learning or Compliance?

Let us recall the definition of CPD -

*CPD refers to the inculcation of **advanced knowledge, skills and ethical values** in a **post-licensure** specialization or in an **inter- or multi-disciplinary field of study**, for assimilation into **professional practice**, self-directed research or lifelong learning*

*Sec. 3 (f), RA 10912 or the CPD Law of 2016*



## *Questions to Ponder...*

- ✓ How you acquire the **knowledge** needed for you to function effectively as Professional Accountants?
- ✓ How do you define “**providing high-quality professional service**” at all times?
- ✓ Do you exhibit **ethical behavior, professional judgment, and objective attitude, and exercise the appropriate level of supervision?**
- ✓ Are you **COMMITTED to LEARN**, and do you have the **CAPACITY to LEARN?**



# *Honestly.... How do you view CPD?*

- ✓ Are you achieving the Competencies expected of CPAs?
- ✓ Are you complying with the minimum CPD requirement of the Accountancy profession?
- ✓ From whom (which Provider) do you acquire CPD units?
- ✓ Type of learning – formal, informal, online, self-directed, etc.
- ✓ Are you learning from the CPD?
- ✓ How do you apply CPD to your practice?
- ✓ How many units on *ETHICS, VALUES, ATTITUDES* do you acquire?



So how did you answer the foregoing questions?



# *Relating CPD to our professional practice*

- ❖ **Keeping up to date** with the latest methodology, technology, best practices;
- ❖ Learning from the **experts** in our field;
- ❖ “Outcomes-based education” to “Outcomes-based Licensure Exams” to “**Outcomes-based CPD**”
- ❖ From Compliance to Learning to Competence – strive **to become the best** that we can ever be;





## *Mantra of the CPD-PMC*

- Exercise **Maximum Flexibility** in implementing CPD regulations within the transition period up to 2020
  - No professional will be denied renewal of his/her Professional ID due to incomplete or lacking CPD units.
- Ensure **Accessibility** of CPD to our constituencies in remote or far-flung areas
- Address issue of **Affordability** of CPD activities
- Promote **Social Responsibility** in the delivery of CPD, especially to the GAD community – PWDs, senior citizens, pregnant women, nursing mothers.



## *Going beyond CPD*

- **Sharing** our time, talent, and treasure/resources
- CPD is part of our **social responsibility** towards our profession, towards our communities, and the Nation
- Appreciating the **VALUE** of our PIC – it is not just another ID card; it is evidence that the professional is **qualified** to deliver professional services to his clients..

and beyond CPD, there is...



“ If there is one – and only one – message I would like all of you to remember for the rest of your lives, it is this:

**Be a person of integrity!”**

Washington SyCip  
1921-2017